

KENTUCKY BOARD OF SOCIAL WORK
MINUTES OF THE BOARD OF DIRECTORS' MEETING
Tuesday June 21, 2016

A regular meeting of the Kentucky Board of Social Work was held on Tuesday, June 21, 2016, at the board office located at 43-44 Fountain Place, Frankfort KY 40601.

MEMBERS PRESENT

Bill Adcock, LCSW, Chair
Dr. Jay Miller, Vice Chair
Janice James, LCSW
Sharon Sanders, LCSW
Jay Davidson, LCSW
Sally Rhoads, LCSW
Hilma Prather, Public Member

OTHERS PRESENT

Brian Judy, Board Counsel, Assistant Attorney General

BOARD STAFF PRESENT

Florence Huffman, Executive Director
Lindsay Redman, Staff
Lisa A. Turner, Staff
Molly Bode, Intern

CALL TO ORDER

Bill Adcock, LCSW, Chair, called to order the regular meeting of the board at 11:10 a.m.

Agenda Order Change

EXECUTIVE DIRECTOR'S REPORT

Florence Huffman, ED
Lindsay Redman

a. Operations Report for May 2016

Documents Received and Processed

- Applications received: 129 total
- Applications approved: 171 total (Bachelors exam: 17; Masters exam: 139; Clinical exam: 15)
- Initial licenses issued: 70 total (LSW: 4; CSW: 11; LCSW: 8)
- Supervision contracts: 18 contracts were approved; 24 contracts were deferred due to incomplete contracts (missing job descriptions; weak clinical job descriptions; and lack of required signatures)
- Reinstatements: 14
- Temporary Permits: 1 non-clinical temporary permit approved and 2 clinical temporary permits approved.

Number of Active Licensees as of June 10, 2016

Total 5,006 (LSWs: 605; CSWs: 2,170; LCSWs: 2,231)

b. ASWB

- Ms. Huffman is a co-moderator at the 2016 ASWB Administrator's Training which will be held September 30 – October 2, 2016.
- Ms. Huffman reported the 2016 Annual Meeting of the Delegate Assembly will be held November 17 – 20, 2016.

Agenda Order Change

OLD BUSINESS

Status of KAR Amendments

- Qualifying Supervision regulation: 201 KAR 23:070 – amendment is on the 6/10/16 agenda for the Health & Welfare Committee; the regulation has been referred and may be final July 1
- Continuing Education regulation: 201 KAR 23:075 – A motion was made by Sharon Sanders to accept the LRC staff suggested changes and to respond to the Public Comments as discussed; seconded by Jay Davidson, motion carried.
 - A motion was made by Jay Davidson that a presenter of the Social Work Ethics course required for renewal shall be taught only by an individual with a degree in social work and licensed in Kentucky to practice social work; second by Janice James, motion carried.

**Kentucky Board of Social Work
Board of Directors Meeting
44 Fountain Place, Frankfort KY 40601**

- A motion was made by Sharon Sanders to authorize William Adcock and Florence Huffman to accept the LRC staff suggested changes and Public Comments to the new “Inactive” status regulation, 201 KAR 23:055; seconded by Jay Davidson, motion carried.

Agenda Order Change

EDUCATION & OUTREACH / TECHNOLOGY

- a. Presentation by Kentucky Interactive Mark Hendrickson, Project Manager
Abby Wentzel-Elison, Creative Design
 - Mr. Hendrickson and Ms. Wentzel-Elison gave a preview of the new website design, online licensee self-service portal, and online request to provide supervision.
 - A motion was made by Janice James to emphasize the board’s mission to protect the public as part of the requested changes to be made to the new website to be approved at the July board meeting; seconded Jay Davidson, motion carried.
- b. Mailing to all licensees will be outsourced to the Commonwealth Print Shop and Postal Services.

Agenda Order Change

APPROVAL OF MINUTES

A motion was made by Sally Rhoads to approve the minutes of the May 24, 2016 board meeting as presented; seconded by Sharon Sanders, motion carried.

COMMITTEE REPORTS

Bill Adcock, Chair

- a. Complaint Review: Janice James, LCSW and Bill Adcock, LCSW
 - 12-08: The committee recommended the respondent’s motion for reinstatement be denied; seconded by Jay Davidson, the board approved the recommendation.
 - 14-30: The committee recommended to accept the Agreed Order for signature; seconded by Jay Davidson, the board approved the recommendation.
 - 16-10: The committee recommended that an investigation be opened; seconded by Sharon Sanders, the board approved the recommendation.
 - 16-11: The committee recommended that an investigation be opened; seconded by Hilma Prather, the board approved the recommendation.
 - 16-13: The committee recommended dismissal; seconded by Hilma Prather, the board approved the recommendation.
 - 16-17: The committee recommended that an investigation be opened; seconded by Hilma Prather, the board approved the recommendation.
- b. Application Review Committee: Jay P. Davidson, LCSW and Sharon Sanders, LCSW
 - No report for today’s meeting.
- c. Supervision: Justin Miller, Ph.D., CSW; Sally Rhoads, LCSW; Jay Davidson, LCSW
 - No report for today’s meeting.
- d. Continuing Education: Justin Miller, Ph.D. and Hilma Prather
 - The request to approve the “Continuity Case Seminar: Advanced Clinical Concepts” program, as submitted in an Individual Application for Continuing Education Credit, is approved only for the number of hours in the continuing education requirement that are elective.

**Kentucky Board of Social Work
Board of Directors Meeting
44 Fountain Place, Frankfort KY 40601**

FINANCIAL REPORT

Florence Huffman, ED

a. Report of Expenditures and Revenues

- May 2016
 - Sum of Revenues: \$23,015
 - Sum of Expenditures: \$28,940
 - Cash Balance: \$459,491

Ms. Huffman gave the year end overview for fiscal year 2016

b. Travel and Per Diem

- A motion was made by Sharon Sanders to approve board members' travel and per diem; seconded by Sally Rhoads, motion carried.

OLD BUSINESS

Bill Adcock, Chair

Statewide AMSR Suicide Prevention Training

- Ms. Huffman gave report on the positive feedback and attendance on workshops to date.
- Trainers and resources were not available from SPRC for additional workshops in Louisville, Lexington and Covington due to demand for scheduled training in Kentucky and Georgia.

REQUEST FOR PROPOSALS: CONTRACT INVESTIGATORS

The RFP submitted to the Office of Procurement Services was approved and proposals are currently being accepted.

NEW BUSINESS

Bill Adcock, Chair

- a. Interpretation of continuing education requirement that the domestic violence course be taken during the three year renewal period following "**initial licensure**," 201 KAR 23:075 (2)(7): A motion was made by Hilma Prather that the phrase "initial licensure" shall be interpreted to mean the three year period of time following the first application filed with the Kentucky Board of Social Work for any category of licensure; seconded by Sharon Sanders, motion carried.
- b. Refund Requests
 - A motion was made by Sharon Sanders to grant the request for a refund to Jay E. Higgs, CSW for \$75 fee erroneously paid to renew his LSW; seconded by Hilma Prather, motion carried.
 - A motion was made by Hilma Prather to grant the request for a refund to Goldie Williams from Comprehend, Inc. for \$300 fee erroneously paid for a C.E. Sponsor Application; seconded by Jay Davidson, motion carried.
- c. The Board gave a presentation in recognition and appreciation of Board Members Bill Adcock's and Sharon Sanders' dedication and service to the Commonwealth.
 - William M. Adcock, LCSW, was first elected to the Board of Social Work on November 24, 2008 and has served two terms. He has served as chair of the board since December 2014.
 - Sharon Sanders, LCSW, was first elected to the Board of Social Work on November 24, 2008 and has served two terms. She served as chair of the board from August 2009 to December 2014.

**Kentucky Board of Social Work
Board of Directors Meeting
44 Fountain Place, Frankfort KY 40601**

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 2:30 p.m.

NEXT MEETING: 11.am. EST, July 26, 2016, 43-44 Fountain Place, Frankfort, KY 40601

REVISED BOARD MEETING SCHEDULE

December 6, 2016 is scheduled as a new board meeting date. The regularly scheduled November and December meetings are cancelled.

Approved:

William M. Adcock LCSW

William M. Adcock, Chair
July 26, 2016